

Minutes
Asset Management Subcommittee
AASHTO Standing Committee on Planning
Sunday, September 19, 2004
Philadelphia, Pennsylvania

Subcommittee Members in Attendance:

Kirk Steudle, Michigan DOT, Chair, Asset Management Subcommittee
Neil Pedersen, Maryland SHA, Vice-Chair, Asset Management Subcommittee
Dave Geiger, FHWA, Secretary, Asset Management Subcommittee
Dave Clawson, AASHTO Liaison

Lou Adams, New York DOT
Don Freeman, South Carolina DOT
Charlie Howard, Washington State DOT
Cash Misel, Ohio DOT
Sandra Straehl, Montana DOT

John Deatrick, District of Columbia DOT
Terry Heidner, Kansas DOT
Ken Leonard, Wisconsin DOT
Mark Stout, New Jersey DOT

Other Participants:

Neil Adams, Vermont DOT
Johnny Bradberry, Louisiana DOT
John Davis, Wyoming DOT
Jim Edgerton, Agile Assets
Leon Hank, Michigan DOT
Heo Hoffman, CIBER
Ron Kisicki, Wyoming DOT
Dave Lee, Florida DOT
Ron McCready, NCHRP/TRB
Vic Modeer, Illinois DOT
Jeff Otteson, Arkansas DOT
Lance Newman, Cambridge Systematics
M. G. Patel, Penn DOT
Laurie Reed, Colorado DOT
Joan Sollenberger, Caltrans
Norm Stoner, FHWA-Illinois Div.
Zongwei Tao, Booz Allen Hamilton
Frank Vozel, Ark. Hwys & Transp. Dept.

Scott Bennett, Ark. Hwys & Transp. Dept.
Dale Buskirk, Arizona DOT
Larry Dent, Georgia DOT
Steve Gaj, FHWA
Francis Harrison, Cambridge Systematics
Stuart Hudson, Agile Assets
John Kowalski, New York DOT
Earl Mahfuz, Georgia DOT
Sue McNeil, UTC/UIC
Susan Mortel, Michigan DOT
Cathy Nelson, Oregon DOT
Hyun-A Park, Cambridge Systematics
Jon Ranney, Iowa DOT
Praicasa Sapre, NYC DOT
Dennis Slimmer, Kansas DOT
David Streb, Oklahoma DOT
Max Valerio, New Mexico DOT
Kamal Zaki, NYC DOT

The Asset Management Subcommittee of the AASHTO Standing Committee on Planning met on Sunday, September 19, 2004. Attached is a copy of the meeting agenda as well as a list of Subcommittee members. Included below is a summary of the presentations and discussion which took place:

- Kirk Steudle welcomed the Subcommittee and guests. All participants introduced themselves.

- Ken Leonard made a presentation concerning the Asset Management Peer Exchange which TRB hosted on September 7 and 8 in Washington, D.C. The Peer Exchange brought together representatives from State DOTs, MPOs, a county, the TRB Asset Management Committee Chair, AASHTO, the Province of Ontario, and FHWA to discuss their Asset Management activities, key issues, barriers, and challenges. Each participant shared their experience with using Asset Management techniques, i.e. how those techniques are applied in planning and programming processes including decision making and resource allocation. Key points which were noted include the following:
 - Asset Management is becoming an accepted set of business principles which support fact-based decision-making, accountability and performance-based management of an agency's transportation system.
 - Asset Management implementation is an incremental process (Don't wait for the perfect model to start).
 - Performance measures are a key element of Asset Management.
 - Agencies want information on: how to undertake tradeoff analysis within and between modes; how to use existing databases and integrate databases; State-of-the-art management systems.
 - It was recommended that a directory of Asset Management contacts in State DOTs be developed.
 - There is a need for communication between organizational units.
 - An NCHRP report summarizing this Peer Exchange will be distributed in the future.
- Lou Adams spoke about the activities of the former AASHTO Asset Management Task Force. The Task Force developed a 10-Year Strategic Plan. A number of technical tools were to be developed under the plan and many are now being used. The Asset Management Subcommittee has many new members that were not familiar with the old Plan. Under the old Strategic Plan, a leader for each task was not identified, as a result it is believed some tasks were not undertaken.
- Steve Gaj presented the proposed revised Strategic Plan which was based on the previous 10-Year Strategic Plan and was discussed at the previous Subcommittee meeting in Charleston. Minor changes were made to the language of the proposed Strategic Plan and the Goals were reordered to account for today's priorities and needs of State DOTs, primarily a focus on implementation. In addition, possible tasks to be undertaken to address the proposed Strategic Plan's Goals and Strategies were presented.
- Lou Adams motioned that the Subcommittee approve the proposed Strategic Plan (Mission, Vision, Goals and Strategies), Neil Pedersen seconded the motion. With minimal discussion, the Strategic Plan was approved and will be forwarded to the Standing Committee on Planning. (see attachment)

- Kirk Steudle led the discussion pertaining to Subcommittee leadership in undertaking activities to address the Strategies and tasks for the Goals of the Strategic Plan. Subcommittee members were asked to volunteer to lead activities related to the Strategies and tasks. Included below is a summary of Strategies and tasks to be undertaken with the respective leader identified:
 - Sandra Straehl will take the lead on Goal 1, Strategy 1 pertaining to exploring opportunities for integrating management systems into a cohesive Asset Management program. Ms. Straehl recommended that items which are not easily quantified, such as quality of life and economic development links, be included in the decision making analysis as part of an Asset Management program.
 - John Deatrick will take the lead on Goal 1, Strategy 1, Task 2 pertaining to promoting the development of management systems where none currently exist or where they are rudimentary.
 - Kirk Steudle and Charlie Howard will take the lead on Goal 1, Strategy 3 of how Asset Management is organizationally housed.
 - Ken Leonard identified Mark Wolfgram of Wisconsin DOT to have the lead in addressing Goal 1, Strategy 2 pertaining to the development, improvement and promotion of management systems, economic evaluation tools and tradeoff analysis methods for application in an Asset Management context.
 - It was recommended that tools be developed and provided, such as pavement management systems, for use by smaller owners such as small urban areas and other small jurisdictions.
 - It was recommended that a task be added to Goal 2 to develop a list of State DOT contacts pertaining to Asset Management. Cash Missel, Terry Heidner and Sandra Straehl will draft a letter to be sent to State DOTs requesting identification of Asset Management contacts in their DOTs. The goal is to develop a directory of State DOT Asset Management contacts in all the States.
 - In addressing Goal 2, Dave Geiger will provide copies of an FHWA Asset Management information/marketing package to Subcommittee members.
 - The point was raised that Asset Management is for a modern DOT and that it should not be compartmentalized. Asset Management is a philosophy, a way of doing business for the entire organization.
 - Kirk Steudle will take the lead, with FHWA support, on Goal 3, Strategy 1 pertaining to updating the Asset Management Guide. The point was raised that something is needed for local governments.
 - Dave Geiger and Paul Wells have the lead on Goal 4, Strategy 2 pertaining to scanning reviews.
 - Lou Adams indicated that Tim Gilchrist of New York DOT has the lead on the portion of Goal 5, Strategy 1, Task 1, which pertains to coordination with PIARC.

- Dr. Sue McNeil of the University of Illinois – Chicago is the Chairperson of the TRB Asset Management Committee - ABC40. Dr. McNeil indicated that it is nice to see how TRB, AASHTO and FHWA are working together with regard to Asset Management. The TRB Committee met in Utah in June and they will be meeting in Washington, D.C. during the annual meeting of the Transportation Research Board in January 2005. A number of sessions pertaining to Asset Management will be included in this year's TRB Annual Meeting. In addition, plans are moving forward for coordination of the 2005 TRB/AASHTO/FHWA Asset Management Conference. The planning committee includes Ken Leonard and Marsha Kaiser who are representing this AASHTO Subcommittee as well as Dave Clawson and Francine Shaw-Whitson (FHWA). It is planned that there will be one 2005 Conference with a duration of two days, not two conferences in two different locations as was the case in 2003. Locations in the central U.S. are being considered with Kansas City, St. Louis, and Dallas/Ft. Worth being suggested. The Conference will likely be held in November 2005 before Veterans Day.
- Dave Geiger indicated that FHWA is excited about this Subcommittee and the fact that Subcommittee reports were made to the SCOP and SCOH by the Chair and Vice-Chair during this AASHTO meeting. Mr. Geiger stated that FHWA is here to support this Subcommittee. Mr. Geiger presented an overview of FHWA current activities pertaining to Asset Management including the following: FHWA held a one day workshop with upper management from other Offices of FHWA participating with the goal to educate upper management on Asset Management and to have Asset Management be an activity which all Offices support. Included as part of this effort was development of white papers pertaining to the activities of various internal offices and Asset Management. FHWA is working with the Offices of Safety, Operations, Planning, and others concerning trade-off analysis and decision making analysis. The NHI Asset Management Course available to State DOTs can be tailored to meet the needs of a State that is in the early stages of establishing a formal Asset Management Program or it can be tailored for a State which has a formal program and is looking at greater program integration and decision-making tools. Other courses available include the one-day economic analysis course, courses pertaining to system preservation, bridge management, HERS-ST, life cycle cost analysis (LCCA), and pavement management. FHWA is continuing to develop case studies for which there has been good feedback. In addition, FHWA is looking at the remaining service life of structures to determine appropriate factors to consider and to assess if there will be a significant spike of future needs related to age, loadings, condition, etc.
- Dave Clawson spoke about the membership to this Subcommittee. He stated that the Subcommittee is to have two members from each AASHTO region representing the Standing Committee on Planning (SCOP) for a total of eight SCOP members. Similarly the Subcommittee is to have two members from each AASHTO region representing the Standing Committee on Highways (SCOH) for a total of eight SCOH members. At this time a SCOH representative from the WASHTO region is needed. In addition, as a result of recent and anticipated

retirements, a SCOP representative from the Mississippi Valley will need to be filled and a Finance Subcommittee liaison.

- Dave Geiger indicated that International Scanning Review pertaining to Asset Management is scheduled to be undertaken in April 2005. The scanning review team will travel to countries with the best practices and technology pertaining to the subject. A desk scan which includes a literature search to identify those countries is being undertaken at this time. The Co-Chairs are Paul Wells from New York DOT and Dave Geiger from FHWA. Other members of the Scanning Team include Kirk Steudle, Michigan DOT, Don Tuggle, Dennis Merida and Gloria Shepard from FHWA, and Dr. Michael Meyer from Georgia Tech is the report facilitator. AASHTO is to select two additional team members (from WASHTO and SASHTO). Representatives from academia and local government will also likely be added.
- Kirk Steudle presented an overview of his recent participation in an FHWA organized and sponsored Baltic Asset Management review and training initiative. The U.S. team also included Lacy Love, North Carolina DOT as well as Doyt Bolling and Kendrick Thomas from the Utah LTAP Center. The first three days of the visit involved a review by the US team of Latvia's existing Asset Management practices. It was followed by a two-day formal asset management seminar in which Latvian, Estonian, and Lithuanian managers and practitioners participated. The seminar focused on a Peer Exchange among the Baltic partners and the United States regarding best practices in Asset Management and included discussions on program delivery, data integration, preservation systems, systems development, performance monitoring, and communications.

Soon after the breakup of the former Soviet Union, FHWA began undertaking a technical exchange and outreach program with the Baltic countries of Estonia, Latvia and Lithuania. Since 1990 Latvia has become increasingly reliant on roads for freight and passenger movement. Traffic volumes and automobile ownership are growing fast. The Latvian road budget is approximately \$102M/year. Many of these funds are directed to the Via Baltica, a road which passes through all three Baltic countries, is part of the European highway network and is the shortest route connecting Finland with central Europe. Additional Latvian challenges include numerous roads and bridges which need work as a result of increasing traffic volumes, heavy freight movements, and limited budget for preservation and rehabilitation. Many changes are expected in January 2005, when the Latvian Road Administration privatizes construction management, construction supervision and consulting services.

- It was suggested that the next meeting of this Subcommittee be held in Washington, D.C. during the annual meeting of the Transportation Research Board in January 2005. Mr. Steudle and Dr. McNeil are to discuss possibly having a joint AASHTO – TRB Asset Management Committee meeting or exploring other options.

- Francis Harrison, with Cambridge Systematics, Inc., made a presentation pertaining to the NCHRP Beta Test software that addresses decision-making. The goal of this initiative, NCHRP 20-57, was to produce user-friendly tools for transportation agencies that will improve their decision-making at the network and program levels including trade-off analysis for resource allocation. The program also looks at the results of performance at different funding levels. This tool should encourage the application of Asset Management. Final changes are being made at this time with the final report expected to be delivered at the end of October.
- It was requested that the descriptions of existing analysis tools prepared as part of NCHRP 2-057 be posted on the Web site. The link is listed as follows:

<http://assetmanagement.transportation.org/tam/aashto.nsf/docs/4678BD6ACF8485C585256F1C006FAB30?opendocument&CurrentCategory=k.%20Engineering%20Economic%20Analysis%20Tools>

Action Items:

- Kirk Steudle and Dr. McNeil will look at the possibility of holding a joint AASHTO Subcommittee on Asset Management - TRB Asset Management Committee Meeting during the TRB Annual Meeting in January 2005.
- Dave Geiger is to provide copies of FHWA's Asset Management information/marketing package to Subcommittee members.
- Kirk Steudle and Charlie Howard are to work together to tie the Asset Management and Performance Initiatives closer together.
- Kirk Steudle or Dave Clawson will present the Subcommittee on Asset Management's Strategic Plan to the Standing Committee on Planning.
- Cash Missel, Terry Heidner and Sandra Straehl will draft a letter for Chairman Steudle's signature to be sent to State DOTs requesting identification of Asset Management contacts in their DOTs. The goal is to develop a directory of State DOT Asset Management contacts.
- Ken Leonard and Marsha Kaiser will continue to cooperate with TRB concerning the planning of the upcoming 2005 TRB/AASHTO/FHWA Asset Management Conference. Upon Ken's pending retirement, a replacement should be named.
- Subcommittee members are to provide Asset Management related articles to possibly be included in the TRB Performance Measures newsletter to Ms. Sandra Straehl.
- Ken Leonard is to coordinate with TRB concerning possible NCHRP funded research initiatives, problem statements are due Spring 2005.
- All members are asked to review the Strategic Plan tasks included in the attachment with volunteers needed to lead the respective Strategies and tasks. The importance of having task leaders can not be overemphasized for the successful implementation of Asset Management by State DOTs and others. Please indicate to the Chair, Vice-Chair, or Secretary any strategy or task for which you will take the lead.
- Feedback on the strategies and tasks should be provided to either Mr. Steudle, Mr. Pedersen, or Mr. Geiger.

- While the beta test demonstration on decision making software was successful, it was apparent that additional funding will be needed to provide the training to assist agencies in implementation, this aspect should be considered by AASHTO if the software is adopted into the AASHTOWare Program.